

## PRE-APPLICATION PART 2 INSTRUCTIONS

### CHAPTER 4a.3: Community Water System Monitoring Facilities

These funds may be used by community water systems for water quality monitoring facilities and equipment. The applicant must be in non-compliance with a safe drinking water standard.

Maximum Grant: \$2 million

Minimum Grant: \$5,000

**The pre-application package for this grant program must not exceed 6 pages total, including Part 1, Part 2, and attachments (described below).**

- **You do not need to use all 6 pages.**
- **Any pages beyond the limit will not be reviewed.**
- **Do not attach a cover sheet or cover letter.**
- **Do not attach maps or drawings unless they are included in the page limit.**
- **All forms are to be completed in at least a 10-point font, on 8 ½ x 11 paper, with ½ inch margins all around.**
- **Electronic submittals are preferred (refer to submittal requirements).**

#### A. Project Title

Repeat the project title from Part 1 of the pre-application.

#### B. Applicant Water System

Repeat the DHS public water system identification number, the DHS public water system name, and the legal name of applicant from the Part 1 of the pre-application.

#### C. Funding

##### 1. Prop 50 Grant Funds Requested

Enter the amount of Prop 50 grant funds requested for this project. Note the maximum and minimum grant amounts for each grant program.

##### 2. Amount of Matching Funds to be Provided

Enter the amount of matching funds to be provided by the applicant or others for this project. A 1:1 match of non-state funds is required for all grant awards, with the following exceptions: no match is required for grants to disadvantaged communities; no match is required for small water systems; matching funds for public water systems owned by state agencies may include state funds and services. Matching funds may include local sources (user fees, local taxes), federal sources (loan, grants), in-kind services, etc.

##### 3. Anticipated Source of Matching Funds

On the Proposed Project Budget form (Attachment E) identify the anticipated sources and amount of matching funds. Refer to the Attachments section for more information.

#### D. Problem Description

Provide a concise description of the water system problem(s) that this project is intended to address. Identify the drinking water standard, regulation, or DHS directive violated. Describe the problem in sufficient detail to allow reviewers to understand and evaluate the nature of the problem. Your description may include information from an inspection report, compliance order, permit, engineering report, or study. More than one problem can be covered under one project pre-application but combining

a high priority problem with a low priority problem may cause the entire project to be placed in the lower priority category.

Try to fit the description into the space available. If the description does not fit into the space available, continue the description in an attachment (see attachment requirements below). Do not exceed the page limit.

E. Project Description

Provide a description of the project and how it addresses the problem described in Question D. Describe the types of facilities to be included in the project and the approximate number, size, or capacity of proposed facilities, if known (*i.e.*, surface water treatment monitoring facilities including four in-line turbidimeters, six chlorine residual analyzers, etc.). Describe the current status of the project. Describe how the project will ensure compliance with drinking water standards.

Try to fit the description into the space available. If the description does not fit into the space available, continue the description in an attachment (see attachment requirements below). Do not exceed the page limit.

Ineligible projects or components: operation and maintenance, facilities not necessary and integral to solve monitoring deficiencies.

F. Attachments

You are limited to **2** pages total for attachments for this pre-application, with a maximum of 6 pages as stated for the entire pre-application. Attach the following information as necessary.

**Proposed Project Budget (REQUIRED)**

Using the format of Attachment E of this pre-application package, prepare a proposed project budget. As part of the budget, show the anticipated source and amount of matching funds for the project, as shown in Attachment E. Use one page or less for the budget and sources of matching funds.

**Additional detail for problem description**

Continue the problem description as necessary for Question D in an attachment.

**Additional detail for project description**

Continue the project description as necessary for Question E in an attachment.